

**JUDICIAL COUNCIL OF CALIFORNIA  
ADMINISTRATIVE OFFICE OF THE COURTS  
455 GOLDEN GATE AVENUE • SAN FRANCISCO, CALIFORNIA 94102**



**CALIFORNIA  
RISK ASSESSMENT PILOT PROJECT  
APPLICATION**

Thank you for your interest in the California Risk Assessment Pilot Project (RAPP). As noted in the Request for Applications (RFA), participating pilots will be selected on the basis of their demonstrated willingness, commitment, and overall existing and future capacity to implement use of actuarial risk/needs assessment information in adult sentencing and violation of probation proceedings to reduce recidivism, improve offender accountability and successfully meet the project's research and evaluation requirements.

Applicants are encouraged to provide as much information as possible, particularly in response to the narrative questions in Section II. Please submit your responses to the narrative questions in Section II on a separate attachment and be sure to identify each response by number. In addition, each application must include a signed cooperative agreement as described in Section III and § 6.2 of the RFA.

The RAPP planning committee will evaluate the applications and make final selections. Selections are not subject to review. Applicants may be asked for clarification or additional information before or after decision on their applications. It is anticipated that applicants will be notified of the approval or denial of their applications within 30 days of the deadline for submission.

If you have any questions or comments about this application, please contact Shelley Curran, Manager of the Community Corrections Program, at [Shelley.Curran@jud.ca.gov](mailto:Shelley.Curran@jud.ca.gov).

## I. Background Information

### 1. Name of County:

### 2. Contact Information

Please provide complete contact information for your Presiding Judge, Court Executive Officer, Chief Probation Officer, and a representative of your County Executive Office or Board of Supervisors below:

Name: Title: <b>PRESIDING JUDGE</b> Organization: Street or P.O. Box: City/State/Zip code: Telephone: E-mail:	Name: Title: <b>CHIEF PROBATION OFFICER</b> Organization: Street or P.O. Box: City/State/Zip code: Telephone: E-mail:
Name: Title: <b>COURT EXECUTIVE OFFICER</b> Organization: Street or P.O. Box: City/State/Zip code: Telephone: E-mail:	Name: Title: <b>COUNTY EXECUTIVE OFFICE or BOARD OF SUPERVISORS</b> Organization: Street or P.O. Box: City/State/Zip code: Telephone: E-mail:

### 3. Bench Officer Participation

Please indicate the total number of bench officers you expect to participate in the RAPP:

### 4. Target Population and Comparison Group (RFA §§ 5.4 and 6.4)

What percentage of your county's target population will be included in the RAPP? Please specify the portion of the population to be included and the proposed comparison group to be utilized, and discuss how representative the portion of the population to be included is of the county's total target population:

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Please indicate the total number of courtrooms that will participate in the RAPP:

Please provide the city and address of each courtroom that will participate in the RAPP:

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Please identify the risk assessment tool for adult probationers that you will use to implement the RAPP (Note: *Validation in a specific jurisdiction is not required*):

- o NCCD-CAIS
- o LSI-R
- o LS/CMI
- o ROPE
- o COMPAS
- o Other (specify):

When did your probation department begin using the above risk assessment tool?

When did your probation department begin using the above risk assessment tool with adult offenders?

Please describe the use by probation of risk assessment information in offender classification and case planning, or in the alternative, the plan to do so.

Please describe the level of commitment of the court, including any preliminary planning, for the use of risk/needs assessment information in sentencing proceedings.

## **7. Risk Assessment Information**

Please describe the risk assessment information you propose to provide to courts in implementing the RAPP. In addition, please describe how you propose to provide that information to the courts.

## **8. Probation Training**

Approximately how many probation officers will participate in the RAPP?

What percentage of those probation officers has been trained on the proper use of the risk assessment tool that you will use to implement the RAPP?

Generally describe the training and experience of the probation officers who will participate in the RAPP with principles of evidence based practice to reduce recidivism, including, specifically, the use of risk assessment tools on adults:

## **9. Overall Ability to Collect and Provide Data (RFA §§ 6.5, 6.51, and 6.52)**

Please rate your overall ability to collect the data, both historical and new, as described in sections 6.5, 6.5.1, and 6.5.2 of the RFA (Note: The data you will be required to collect and provide will include at least the data elements listed on Page A-1):

- ☐ Difficult
- ☐ Somewhat difficult
- ☐ Average
- ☐ Somewhat easy
- ☐ Easy
- ☐ Don't know

## **10. Early Disposition Programs**

Will the criminal courts participating in the RAPP include an early disposition program?

## 11. Technical Assistance Required

Briefly describe the level of technical assistance and training you will need to successfully collect and provide data for the RAPP, including the availability of any electronic data management systems:

## 12. Justice Partner Ratings

On a scale of 1 (not very committed) to 5 (very committed), please rate the level of commitment to the principles of evidence based practice and sentencing of each of the following justice system partners in your county (*Circle one for each*):

Judicial Officers:	1	2	3	4	5
Court Administrators:	1	2	3	4	5
District Attorney:	1	2	3	4	5
Criminal Defense Bar:	1	2	3	4	5
Probation Department:	1	2	3	4	5
Sheriff:	1	2	3	4	5

On a scale of 1 (not very consistent) to 5 (very consistent), please rate the continuity of organizational leadership in the following justice system partners in your county (*Circle one for each*):

Judicial Officers:	1	2	3	4	5
Court Administrators:	1	2	3	4	5
District Attorney:	1	2	3	4	5
Criminal Defense Bar:	1	2	3	4	5
Probation Department:	1	2	3	4	5
Sheriff:	1	2	3	4	5

On a scale of 1 (low capacity) to 5 (high capacity), please rate the ability of each of the following justice partners to collect and provide the information and data necessary for the successful implementation of the RAPP (*Circle one for each*):

Judicial Officers:	1	2	3	4	5
Court Administrators:	1	2	3	4	5
District Attorney:	1	2	3	4	5
Criminal Defense Bar:	1	2	3	4	5
Probation Department:	1	2	3	4	5
Sheriff:	1	2	3	4	5

### 13. Project Management Team and Training (RFA § 5.5)

Each pilot site will be required to assemble a pilot site project management team (PMT). Please identify the members of your PMT:

Please identify the leader of your PMT, the primary court contact person, and the project manager who will have day to day responsibility for project operations:

### 14. Please confirm the attendance of representatives of the following entities at the training on December 2 and 3 (RFA § 5.5)

Judicial Officers:	Yes	No
Court Administrators:	Yes	No
District Attorney:	Yes	No
Criminal Defender:	Yes	No
Probation Department:	Yes	No
Others <i>urgeth</i> ‡	Yes	No

## **II. Narrative Responses (Please limit responses to no more than 250 words)**

### **15. Probation and Treatment Services**

Please describe the treatment and probation-related services available to probationers in your county, including, for example, drug treatment programs, work furlough, and electronic monitoring.

### **16. Data collection**

Please describe your ability to collect the data necessary for successful implementation of the RAPP, including the following:

- Baseline historical data: Describe your ability to collect and provide the baseline historical data in section 6.5.1 of the RFA;
- Data file: Describe your ability to submit a data file that contains the data elements listed in section 6.5.2 of the RFA;
- Jail data: Describe your ability to provide jail data to examine any impact of pilot site operations on imposition or length of jail time;
- Probation information: Describe the ability of your probation department to (a) collect case specific data in a variety of areas to meet research design requirements, (b) document the differentiated probation practices applied to the target population but not the probation group, (c) track foreseeable implementation costs, and (d) record deviations from the use of risk assessment tools and information;
- Evaluation information: Describe your ability to collect, maintain, and provide data and information necessary for the final evaluation of the RAPP (see RFA § 7.1); and
- Progress Reports: Describe your ability to produce progress reports as required.

### **1 . Applicant Readiness.**

Please describe your overall readiness for the RAPP using the criteria listed in section 8 of the RFA. In addition, please provide any other pertinent information or comments.

## **III. Signed Cooperative Agreement**

All applications must include a cooperative agreement that states a collective commitment to the project for the entire project period signed by each of the following:

- Presiding Judge
- Chief Probation Officer
- Court Executive Officer
- A representative of the County Executive Office or Board of Supervisors

If the pilot site will require any outside contractor(s) not provided by the planning committee to assist the pilot site in implementing pilot activities, those contractors must also agree to be bound the cooperative agreement and to provide services according to its terms.

Risk Needs Assessment Project Data Elements

#	Category	Data Elements
1	Case ID	Probation case number
2	Case ID	Court case number
3	Case ID	CII number (if DOJ arrest records will be used for arrest history and re-arrests)
4	Case ID	Last and first name
5	Case ID	Date of birth
6	Case ID	Gender
7	Case ID	Race/ethnicity
8	Case ID	Address
9	Offender Profile	Education (LT high school, high school graduate, college graduate, post-graduate)
10	Offender Profile	Marital status (married, single)
11	Offender Profile	Current employment status (full-time, part-time, unemployed)
12	Offender Profile	Total household income (monthly average over past one year)
13	Offense	Charge(s) filed - DOJ arrest offense codes
14	Offense	Date of arrest
15	Offense	Date charge(s) filed
16	Offense	Date case disposed by court
17	Risk/Needs Assessment	Date risk/needs assessment conducted
18	Risk/Needs Assessment	Risk/needs assessment scores and/or classifications
19	Risk/Needs Assessment	Top 3 risk/needs factors
20	Sentencing/Conditions of Probation	Sentencing overrides R/N recommendations (Y/N)
21	Sentencing/Conditions of Probation	Current probation begin date
22	Sentencing/Conditions of Probation	Current probation end date (expected)
23	Sentencing/Conditions of Probation	Current probation end date (actual)
24	Sentencing/Conditions of Probation	New expected probation end date (if modified)
25	Sentencing/Conditions of Probation	Community service ordered (total hours)
26	Sentencing/Conditions of Probation	Community service performed (total hours)
27	Sentencing/Conditions of Probation	Total fines, fees, and restitution ordered (\$)
28	Sentencing/Conditions of Probation	Total fines, fees, and restitution paid (\$)
29	Sentencing/Conditions of Probation	Jail time ordered
30	Sentencing/Conditions of Probation	Jail time credits
31	Treatment Services	Programs ordered and referred (program type)
32	Treatment Services	Number of hours per week for each program
33	Treatment Services	Program enrollment date
34	Treatment Services	Program end date (expected)
35	Treatment Services	Program end date (actual)
36	Treatment Services	Program outcome (successful completion, unsuccessful termination, transfer, etc.)
37	Probation Violations and Re-offense	New offenses charged
38	Probation Violations and Re-offense	Date of new offenses charged
39	Probation Violations and Re-offense	Disposition of new charges
40	Probation Violations and Re-offense	Date of disposition of new charges
41	Probation Violations and Re-offense	Probation violations (for each condition, and different from new criminal offense charged)
42	Probation Violations and Re-offense	Date of violations
43	Probation Violations and Re-offense	Date violation filed (if filed)
44	Probation Violations and Re-offense	Disposition of probation violations (modify, reinstate, revoke, etc.)
45	Probation Violations and Re-offense	Date probation violation disposed of by court
46	Probation Violations and Re-offense	Administrative sanctions imposed by probation not resulting from court orders
47	Probation Violations and Re-offense	Dates and purposes of judicial review/status hearings (other than violations or new offenses)
48	Jail time	Dates of jail admission
49	Jail time	Dates of jail release
50	Supervision	PO assigned (PO ID only, no need for PO name)
51	Supervision	Supervision levels assigned (including changes in supervision levels)
52	Supervision	Supervision begin date (for each supervision level)
53	Supervision	Supervision end date (actual, for each supervision level)
54	Probation Outcome	Probation outcome (successful completion, revocation, abscond, deportation, death, transfer to another jurisdiction...)